

**Draft Meeting Agenda**  
**South Dakota Board of Examiners of Psychologists**  
**Board of Medical & Osteopathic Examiners Board Room**  
**101 N. Main Ave, (Room to be determined)**  
**Sioux Falls, SD**  
**January 4, 2019**  
**8:30AM CST**

Persons wishing to join the business meeting via teleconference will need to contact the Board Office at (605) 642-1600 by January 2, 2019 to arrange for a call-in number.

**Member Listing:**

1. Thomas Stanage, Ph.D., President
2. Trisha Miller, Ph.D., Secretary
3. Matthew Christiansen, Ph.D., Member
4. Robert Buri, Ph.D., Member
5. Jeffrey Ellison, Psy.D., Member
6. Robert Overturf, Lay Member

**Purpose:** The Board protects the health and safety of the consumer public by licensure of qualified persons, enforcement of the statutes, rules and regulations governing the practice of psychology, including the appropriate resolution of complaints.

**8:30AM CST-Oral Examination**  
**Tentative Applicant:**

**Applicant #385**  
**Applicant #384**

**The Business Meeting will convene following the oral examinations.**

1. Call to Order/Welcome and Introductions-Stanage
2. Roll Call-Stanage
3. Conflicts to declare
4. Corrections or additions to the agenda
5. Approval of Agenda
6. Public Testimony/Public Comment Period-9:10 a.m.
7. CPQ
8. National Register
9. Applicant Approvals
10. Election of Officers
11. Approval of Minutes from October 12, 2018
12. FY Financial Update
13. ASPPB Midyear Meeting April 8-14, Santa Fe, NM
14. Executive Session-Pursuant to SDCL 1-25-2
  - a. Complaints/investigations
    - a. #215-update
    - b. #216
    - c. #217-I
    - d. #218-I
  - b. Applicant for Licensure #2018-2-pending updates
15. Executive Secretary Contract
16. EPPP-2 correspondence update
17. CEU discussion

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South Dakota Board of Examiners of Psychologists

January 4, 2019

18. Any other business coming in between date of mailing and date of meeting

19. Schedule next meeting

20. Adjourn

DRAFT



# ASPPB Certificate of Professional Qualification in Psychology (CPQ) QUICK GUIDE

#7

*\*Read the ASPPB Mobility Program Policies and Procedures for a comprehensive look at the Mobility Program and requirements.*



## License

- ☐ Must have a current and active psychology license, based on a doctoral degree, in at least one ASPPB member jurisdiction
- ☐ No disciplinary action listed on any psychology license.



## Education

- ☐ Must have doctoral degree from regionally accredited institution, clearly listed in psychology, that included a minimum of three academic years of full time graduate study.
- ☐ Transcript must be sent directly to ASPPB from institution granting degree.
- ☐ Graduates from non APA/CPA accredited programs must be able to demonstrate at least one (1) course (three credits/equiv.) in ALL specific substantive areas as identified in the Mobility Program Policies and Procedures.
- ☐ Must demonstrate a minimum of one continuous academic year of full time residency\* at the educational institution granting the doctoral degree.

*\*Residency means physical presence, in person, at the educational institution in a manner that facilitates the full participation and integration of the individual in the educational and training experience and includes faculty student interaction. Models that use in person contact for shorter durations throughout a year or models that use video teleconferencing or other electronic means to meet the residency requirement are NOT acceptable.*



## Supervised Experience

- ☐ Must have two years of supervised experience, at least one of which shall have been completed after doctoral degree conferred, for a minimum of 3,000 total clock hours. The minimum standard requirement shall be one hour per week of individual face-to-face supervision from a licensed doctoral psychologist.
- ☐ Each year [or equivalent] shall be comprised of no less than 10 months, but no more than 24 months, and at least 1,500 hours of professional service including direct contact, supervision and didactic training.



## EPPP

- ☐ Successful completion of the Examination for Professional Practice in Psychology (EPPP) with a score that meets or exceeds the established ASPPB recommended passing score at the time of application.
- ☐ If you need assistance in locating the date you took the exam and/or your Candidate ID, please contact the jurisdiction you took the exam for.



## Professional Work Experience

- ☐ Must demonstrate at least five (5) years of professional, post licensure work experience at the independent level.
- ☐ Must be attested to by a licensed doctoral level psychologist who was licensed during the entire time period attested to.

#8



October 4, 2018

South Dakota Board of Psychological Examiners  
Attn: Thomas Stanage, PhD, Chairperson  
810 N. Main St. Suite 298  
Spearfish, SD 57783  
*Sent via email*

Dear Dr. Stanage and Members of the Board,

I am writing to request that the Board of Psychological Examiners approve the National Register Health Service Psychologist credential as a qualifying mechanism to expedite licensure applications for highly qualified psychologists licensed in other jurisdictions.

We do not believe this to be a controversial change, as more than two-thirds of the licensing boards in the U.S. and Canada have approved the National Register's mobility program, including neighboring states Iowa Minnesota, Nebraska and Wyoming (see full list here: <https://www.nationalregister.org/tools-services/licensure-mobility/>).

We are aware that the Board is considering additional mobility mechanisms, such as the CPQ, and already has a fast track provision in place for ABPP Diplomates. We encourage you to adopt all three nationally recognized mobility credentials. Providing psychologists with a choice of mobility mechanisms reduces the barriers to licensure for the largest number of qualified professionals, and doesn't require psychologists to unnecessarily expend time and money collecting redundant credentials.

To provide a very brief background, the National Register of Health Service Psychologists was established in 1974 and is an independent nonprofit association. We are governed by a nine-member Board of Directors, which includes seven licensed psychologists and two consumer representatives. The National Register is the largest credentialing organization in the profession, with 10,000 currently credentialed psychologists and 3,500 psychology doctoral students banking credentials.

Psychologists bank primary source credentials as part of our application process. To expedite licensure mobility, we verify to the board that the currently credentialed psychologist holds a current, unrestricted license in at least one other jurisdiction and has met nationally accepted standards for doctoral education, internship experience in health service provision, and supervised postdoctoral training in health service provision and professional practice. I've attached a summary of the National Register's credentialing requirements.

More than 3,500 credentialed psychologists have used the National Register's mobility program to expedite licensure in another jurisdiction. The results are positive on all fronts: credential review is expedited for the licensure applicant and the board, and consumers benefit from accelerated access to qualified providers. We do not charge the Board for the verification of credentials.

I would be happy to participate electronically in an upcoming board meeting to further discuss our mobility program and credentialing requirements. My phone number is 202-783-7663 and email address is [Morgan@nationalregister.org](mailto:Morgan@nationalregister.org).

Thank you in advance for your consideration of this request.

Very truly yours,

A handwritten signature in black ink, appearing to read "Morgan T. Sammons", with a stylized flourish at the end.

Morgan T. Sammons, PhD, ABPP  
Executive Officer

## National Register of Health Service Psychologists: Credentialing Criteria and Guidelines

The National Register of Health Service Psychologists was established in 1974 and is a nonprofit organization. The National Register is the largest credentialing body for health service psychologists, with 10,000 currently credentialed members and 2,500 psychology doctoral students banking credentials. Psychologists bank primary source credentials as part of the application process. To expedite licensure mobility, we verify to the board that the currently credentialed psychologist holds a current, unrestricted license in at least one other jurisdiction and has met nationally accepted standards for doctoral education, internship experience in health service provision, and supervised postdoctoral training in health service provision and professional practice.

To be eligible for the National Register Health Service Psychologist Credential, a psychologist must meet the following criteria:

1. **A doctoral degree in psychology** from a program that was APA/CPA accredited or ASPPB/National Register designated at the time of graduation<sup>1</sup>.

**Note:** Transcripts will be reviewed to ensure that the applicant has completed the required coursework in scientific/research foundations and scientific/professional applications (see Guideline 10 below)<sup>2</sup>. If transfer coursework is accepted as partial fulfillment of academic requirements by an accredited doctoral program, such transfer coursework is subject to further review by the National Register's Credential Review Committee. Transfer courses fulfilling curriculum requirements in the applicant's doctoral program must be completed at a regionally accredited institution of higher education. Transfer coursework completed at a regionally accredited institution that delivers education and training substantially or completely by distance education generally does not meet National Register standards.

**OR**, if the applicant earned a doctoral degree in psychology from a program that meets one of the two exceptions listed below, the National Register will individually review the program to determine if it meets criteria contained in Guidelines 2–11 (see below):

EXCEPTIONS to APA/CPA Accreditation and ASPPB/National Register Designation:

- Doctoral programs in psychology completed prior to 1988 in Canada.
  - Doctoral programs in psychology completed outside of the U.S. and Canada.
2. At least two years (3,000 hours) of **supervised experience in health service psychology** including:
    - One-year (1,500 hours minimum) **internship** or organized training program meeting National Register internship **Guidelines (see below)**.
    - One year (1,500 hours minimum) of **postdoctoral supervised experience** meeting the National Register's postdoctoral supervised experience **Guidelines (see below)**.
  3. Applicant must hold an **active, current unrestricted license** by a State, Provincial or Territorial Board of Examiners of Psychology to practice psychology at the independent practice level. If there is a record of disciplinary action against any psychology license, the application will be subject to further review by the National Register's Committee on Professional Practice and Ethics (COPPE).

<sup>1</sup>As of June 1, 2018, by mutual agreement with ASPPB, the Designation Project will no longer be in existence.

<sup>2</sup>As of January 1, 2017, review standards are consistent with the COA's Standards of Accreditation.

## National Register Doctoral Degree Guidelines

The applicant must demonstrate successful completion of a doctoral degree in psychology as defined below.

1. **A doctoral degree in psychology** from a program that was APA/CPA accredited or ASPPB/National Register designated\* at the time of graduation.

**Note:** Transcripts will be reviewed to ensure that the applicant has completed the required coursework in scientific/research foundations and scientific/professional applications (see Guideline 10). If transfer coursework is accepted as partial fulfillment of academic requirements by an accredited doctoral program, such transfer coursework is subject to further review by the National Register's Credential Review Committee. Transfer courses fulfilling curriculum requirements in the applicant's doctoral program must be completed at a regionally accredited institution of higher education. Transfer coursework completed at a regionally accredited institution that delivers education and training substantially or completely by distance education generally does not meet National Register standards.

*OR*, if the applicant earned a doctoral degree in psychology from a program that meets one of the two exceptions listed below, the National Register will individually review the program to determine if it meets criteria contained in Guidelines 2–11.

EXCEPTIONS to APA/CPA Accreditation and ASPPB/National Register Designation:

- Doctoral programs in psychology completed prior to 1988 in Canada.
  - Doctoral programs in psychology completed outside of the U.S. and Canada.
2. Training in professional psychology is doctoral training offered in a regionally accredited institution of higher education. A regionally accredited institution is an institution with regional accreditation in the United States, an institution with provincial or territorial authorization in Canada, or in other countries, an institution that is accredited by a body that is deemed by the National Register to be performing a function equivalent to U.S. regional accrediting bodies.
  3. The program, wherever it may be administratively housed, must be clearly identified and labeled as a psychology program. Such a program must specify in pertinent institutional catalogues and brochures its intent to educate and train professional psychologists.
  4. The psychology program must stand as a recognizable, coherent organizational entity within the institution.
  5. There must be a clear authority and primary responsibility for the core and specialty areas whether or not the program cuts across administrative lines.
  6. The program must be an integrated, organized sequence of study.
  7. There must be an identifiable psychology faculty sufficient in size and breadth to carry out its responsibilities and a psychologist responsible for the program.

8. The program must have an identifiable body of students who are matriculated in that program for a degree.
9. The program must include supervised practicum, internship, field or laboratory training appropriate to the practice of psychology.
10. The curriculum shall encompass a minimum of three academic years of full time graduate study and a minimum of one year's residency at the educational institution granting the doctoral degree. The core program shall require every student to demonstrate competence in each of the following substantive areas. This typically will be met through substantial instruction in each of these foundational areas, as demonstrated by a minimum of three graduate semester hours, five or more graduate quarter hours (when an academic term is other than a semester, credit hours will be evaluated on the basis of fifteen hours of classroom instruction per semester hour), or the equivalent:
  - a. Scientific and professional ethics and standards
  - b. Research design and methodology
  - c. Statistics
  - d. Psychometric theory
  - e. Biological bases of behavior: physiological psychology, comparative psychology, neuropsychology, sensation and perception, and psychopharmacology
  - f. Cognitive-affective bases of behavior: learning, thinking, motivation, and emotion
  - g. Social bases of behavior: social psychology, group processes, organizational and systems theory
  - h. Individual differences: personality theory, human development, and abnormal psychology
11. All professional education programs in psychology shall include course requirements in specialty areas.

#### **Guidelines for Defining an Internship or Organized Health Service Training Program in Psychology**

The following criteria are used to identify organized health service programs or internships in psychology:

Internships that are accredited by the American Psychological Association ("APA") or the Canadian Psychological Association ("CPA") are recognized as meeting the definition.

Or all of the following criteria, 1 through 12:

1. An organized training program, in contrast to supervised experience or on-the-job training, is designed to provide the intern with a planned, programmed sequence of training experiences. The primary focus and purpose is assuring breadth and quality of training.
2. The internship agency had a clearly designated staff psychologist who was responsible for the integrity and quality of the training program and who was actively licensed/certified by the State/Provincial Board of Examiners in Psychology.
3. The internship agency had two or more psychologists on the staff as supervisors, at least one of whom was actively licensed as a psychologist by the State/Provincial Board of Examiners of Psychology.
4. Internship supervision was provided by a staff member of the internship agency or by an affiliate of that agency who carried clinical responsibility for the cases being supervised. At least one or more psychologists provided half of the internship supervision.
5. The internship provided training in a range of assessment and treatment activities conducted directly



with patients seeking health services.

6. At least 25% of trainee's time was in direct patient contact (minimum 375 hours).
7. The internship included a minimum of two hours per week (regardless of whether the internship was completed in one year or two) of regularly scheduled, formal, face-to-face individual supervision with the specific intent of dealing with health services rendered directly by the intern. There must also have been at least two additional hours per week in learning activities such as: case conferences involving a case in which the intern was actively involved; seminars dealing with clinical issues; co-therapy with a staff person including discussion; group supervision; additional individual supervision.
8. Training was post-clerkship, post-practicum and post-externship level.
9. The internship agency had a minimum of two interns at the internship level of training during applicant's training period.
10. Trainee had title such as "intern," "resident," "fellow," or other designation of trainee status.
11. The internship agency had a written statement or brochure which described the goals and content of the internship, stated clear expectations for quantity and quality of trainee's work and was made available to prospective interns.
12. The internship experience (minimum 1500 hours was completed within 24 months).

### **Guidelines for Supervised Postdoctoral Experience**

The postdoctoral year must consist of a minimum of 1,500 hours of supervised experience and be completed within a four year consecutive period. This experience must occur after all requirements of the doctoral program are completed. The ratio for supervision time to direct service time should be sufficient to ensure adequate learning, namely, at least one hour per week of formal, direct, individual supervision\*. Direct, synchronous audio-visual telecommunication technology may be permitted for individual supervision. Examples of acceptable experience include supervised postdoctoral employment and completion of formal accredited postdoctoral experience.

#### **Acceptable postdoctoral supervised experience must meet the following requirements:**

- 1) A minimum of 1,500 hours of documented supervised experience must be satisfactorily completed.
- 2) It consists of direct, formal contact with a senior psychologist with documented expertise in the subject matter of the experience who is responsible for the educational development and guidance of the supervisee. Classwork or other course-related experiences do not qualify as individual supervision.
- 3a) The supervision must be for the direct provision of health services in psychology by the applicant to individuals or groups of clients/patients (applicant supervision of others does not qualify as direct service provision).
- Or -
- 3b) A minimum of 1,500 hours of supervised experience completed in an organized postdoctoral training program accredited by APA, CPA or listed by APPIC.

#### **Supervisors must meet the following qualifications:**

1) Supervisors must be doctoral level psychologists who are appropriately trained and possess an unrestricted current license at the time of the applicant's experience by the state/provincial/territorial board of psychology in the jurisdiction where the supervision occurred (psychologist supervisors practicing in a federal program must maintain at least one active, unrestricted license in any US state or Canadian province.)

2) The professional qualifications of each direct supervisor must be appropriate to the services rendered. Applicants may be requested to provide evidence of the qualifications of direct supervisors identified in the application.

3) A supervisor, at the time of supervision, must not be in a dual relationship with the supervisee (e.g., spouse, other close relative, or therapist).

4) A supervisor's current credentialing by the National Register is usually considered as successfully satisfying the requirements.

5) Under exceptional circumstances, to be determined on a case-by-case basis (e.g., geographically isolated areas, documented mental health care provider shortage areas, or areas of highly specialized expertise), a portion of the psychologist's postdoctoral supervised experience may be provided by a qualified healthcare professional working in another field (e.g., a board certified psychiatrist or social worker). Only a minority of total postdoctoral supervised hours may be so supervised, and the rationale for supervision provided by a non-psychologist must be included in the application. Non-psychologist supervised hours are not guaranteed to be accepted as part of the overall 1,500 minimum supervised hours.

\* Beginning in calendar year 2020, in accordance with accreditation standards from APA's CoA, completion of CoA accredited postdoctoral training programs will require a minimum of two hours per week of formal, direct individual supervision. This applies to postdoctoral supervision obtained in calendar year 2020 and beyond.

# 11

SOUTH DAKOTA BOARD OF EXAMINERS OF PSYCHOLOGISTS  
BOARD MEETING MINUTES

October 12, 2018

Holiday Inn Express, Fort Pierre, SD

**Members Present:** Thomas Stanage, Ph.D., (President); Karen Wiemers, Ph.D. (Vice President); Trisha Miller, Ph.D., (Secretary); Matthew Christiansen, Ph.D., Member; Robert Overturf, Lay Member; Robert Buri, Ph.D. (via conference call)

**Members Absent:** None. Since our last meeting, Alice Bruce (Lay Member) resigned from her position and her position is yet unfilled. Since our last meeting, Attorney Gina Nelson is no longer assigned as legal counsel leaving our legal counsel position unfilled at present as well.

**Others Present:** Carol Tellinghuisen, Executive Administrator; Jill Lesselyoung, Administrative Assistant; Brooke Tellinghuisen Geddes, Administrative Assistant (via conference call); Robert Belisle, Kate Andal, Erin Murtha-Berg, (joined the business meeting at 11:23pm CDT.)

Stanage called the meeting to order at 8:31am CDT.

**Executive Session:** The board entered executive session at 8:33am CDT on a unanimous roll call vote based on a motion by Christiansen and a second by Wiemers for the purpose of administering Orals Examination to Applicant #'s 574, 573, 572, 571, and 386. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes. The board exited executive session at 11:10am CDT following a unanimous roll call vote based on a motion by Wiemers and a second by Overturf. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes.

A ten-minute break was taken before Stanage called the meeting back to order at 11:23am CDT.

**Welcome and Introductions:** Guests were welcomed by Stanage.

**Roll Call:** Lesselyoung called the roll. A quorum was present.

**Conflicts to Declare:** None.

**Corrections or Additions to the Agenda:** Wiemers inserted motion, which was seconded by Christiansen, to grant licensure to Applicant #'s 574, 573, 572, 571, and 386. This motion passed unanimously by roll call vote. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes. No other changes to the agenda were discussed at this time.

**Approval of Agenda:** Overturf motioned, Christiansen seconded to approve meeting agenda as written. Motion carried unanimously by roll call vote. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes.

**Public Testimony/Public Comment Period:** Adjusted from 11:00am to 11:28am CDT due to delay in meeting start time. There were no persons from the public present for comment.

**Approval of Minutes from June 1, 2018 and August 3, 2018 Meetings:** Christiansen motioned to approve June 1, 2018 and August 3, 2018 meeting minutes as written. Weimers seconded. Motion carried on

unanimous roll call vote. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes.

**FY Financial Update:** Lesselyoung reported on the finances both as of June 30, 2018 and at present. Lesselyoung reported that as of June 30, 2018, revenue was at \$69,265.19, expenditures were at \$57,436.29, and Cash Balance was at \$103,098.74. Lesselyoung reported current figures as of August 31, 2018. Current Revenue is \$6,286.76; expenses are \$14,026.71; cash Balance is \$95,358.79. Wiemers moved and Miller seconded motion to accept both financial reports. Motion carried on unanimous roll call vote. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes.

**ASPPB Fall Meeting October 17-21, 2018 – Salt Lake City, UT:** Executive staff made board aware that at present there is no one planning to attend this meeting. After some discussion that important updates are occurring with regard to licensure mobility, EPPP-2, etc., Buri stated he will examine his schedule to determine if able to represent board in attendance. The Spring 2019 ASPPB meeting is set for mid-April 2018 in Santa Fe, New Mexico. Wiemers made a motion, seconded by Christiansen, to approve a board member and/or executive staff member to attend both the Fall 2018 and Spring 2019 ASPPB meetings. Motion passed unanimously by roll call vote. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes.

Board recognized Agenda Item #17 would also require Executive Session at this point in meeting and that one combined executive session would be more efficient. Wiemers motioned to move Agenda Item #17 into agenda for Item #10 – Executive Session; Overturf seconded. The motion passed unanimously by roll call vote. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes.

**Executive Session- Pursuant to SDCL-1-25-2:** Weimers motioned and Overturf seconded to enter executive session at 11:44am CDT for purpose of discussing three agenda items, complaints/Investigations and Applicant for Licensure #2018-2, as well as Applicant for Licensure #384 – request for early oral examination. Motion carried by unanimous roll call vote. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes. Belisle, Andal, and Murtha-Berg stepped out at this time. Christiansen moved, Wiemers seconded to exit executive session at 12:08pm CDT. Motion carried by unanimous roll call vote. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes.

Andal re-entered the meeting at 12:09pm CDT; Belisle and Murtha-Berg did not return to the meeting.

**EPPP-2 Discussion:** Stanage provided brief update with regard to status change in EPPP-2; ASPPB has reconsidered and now removed the requirement of all states to implement EPPP-2. Discussion was held with regard to cost-benefit considerations, licensure mobility considerations, etc. Board will await further updates on the status of EPPP-2 implementation consideration and/or adoption by other states.

**CEU Discussion:** Attempt was made to reach Dr. Mark Perrenoud via phone at start upon reaching this agenda item, per Perrenoud's request to attend this portion of meeting discussion. Upon being reached, Dr. Perrenoud declined invitation to speak due to schedule conflict. Executive staff presented concerns voiced from Dr. Jerry Buchkoski with regard to his desire that the board strongly consider costs to licensees that would incur with specifying a minimum number of CEU's required to maintain licensure. Andal voiced agreement with this concern. Further discussion was held, and executive staff circulated a document of data with regard to the current requirements in all other states. Tellinghuisen made board aware that in examining current licensee list, approximately forty licensees are out-of-state, and it is unknown how many current licensees are retired but continue to maintain their licensure. Stanage recognized aloud that

SD requirements are not at the average standard among states and introduced that perhaps a 15 CEU/year requirement be looked into. Discussion led to agreement of members of the board to move item forward. Tellinghuisen advised she would contact Legislative Research Council to determine timeline and requirements, if able to make the CEU specification change through rules. Stanage speculated that timeframes involved in policy changes will likely not allow a change to go into effect for at least one year, at minimum. Executive staff agreed to look into the details and report back to the board at next meeting.

**CPQ, PLUS Discussion:** Stanage explained that he looked back on previous years' board meeting notes to discover what halted the decision to adopt use of CPQ or the National Register in the past. Stanage found that the CPQ does not require licensees to have a predoctoral internship (although CPQ applicants must have had five years of practice without complaint) and that the National Register approves applicants who have completed an online-only degree approved by APA. Stanage stated, given concerns with regard to mobility, he would favor moving forward in allowing applicants who have been approved through CPQ or the National Register program to be considered eligible for licensure in SD. Board members inquired what would be involved in moving this forward. Tellinghuisen advised there would be a legislative change required and the language would need to be finalized and to the Department by August 1, 2019 in order to go forward with the 2020 legislative session.

**PSYPACT Discussion:** Miller stated that the amount of money the board would be required to provide annually toward PSYPACT if involved would seem to outweigh the benefits to current licensees, given the suspected low number of licensees interested in across-state telemental health involvement at this time. Should the financial commitment required, and/or the number of licensees involved change to justify PSYPACT involvement, the board will re-examine this issue.

**Vote on Code of Conduct:** Code of Conduct and Conflict of Interest Policy for Use by State Authorities, Board, Commission, and Committee Members was previously provided for board members to examine prior to meeting. Overturf motioned to adopt the document for use by the board; Buri seconded. Motion passed unanimously by roll call vote. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes.

**Board Training Materials:** The Board office created and disseminated a training manual for Board members consisting of ASPPB Regulatory Training Manual, notes pertaining to Robert's Rules of Order, SD Open Meeting Laws, and the Department of Social Services Boards & Commissions Meeting Guidelines.

**Any Other Business:** None.

**Next Meeting:** The next meeting was set for Friday, January 4, 2019 at 8:30am CST in Sioux Falls, SD. Any business that needs to be addressed prior to this date will take place via teleconference.

Motion to adjourn was made by Miller, seconded by Overturf. Stanage adjourned meeting at 1:16pm CDT following unanimous roll call vote to do so. Stanage, yes; Wiemers, yes; Miller, yes; Christiansen, yes; Overturf, yes; Buri, yes.

Respectfully submitted,

Trisha T. Miller, Ph.D.  
Secretary

1-27-1.17. Draft minutes of public meeting to be available--Exceptions--Violation as misdemeanor. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor. However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.

DRAFT

BOARD OF PSYCHOLOGY EXAMINERS  
 REVENUE SUMMARY  
 FOR MONTH ENDING 11/30/18

#12

COMP	ACCOUNT	BDGT YEAR	GRANT YEAR	CENTER	FUND SRC	SUB FUND	FISCAL YEAR	FISCAL MONTH	YTD AMOUNT	MTD AMOUNT
6503	4293000	0	0	0892000	654		2019	05	\$ 6,900.00	\$ 450.00
6503	4920045			0892000	654		2019	05	\$ 886.76	\$ -
									\$ 7,786.76	\$ 450.00

BOARD OF PSYCHOLOGY EXAMINERS  
EXPENDITURE SUMMARY REPORT  
FOR MONTH ENDING 11/30/18

COMP	ACCOUNT	BDGT YEAR	GRANT YEAR	ACCOUNT DESCRIPTION	CENTER	FUND SRC	SUB FUND	FISCAL YEAR	FISCAL MONTH	YTD AMOUNT	MTD AMOUNT
6503	5101030	0	0	BOARD & COMM MBRS FEES	0892000	654		2019	05	\$ 480.00	\$ 480.00
6503	5102010	0	0	OASI-EMPLOYER'S SHARE	0892000	654		2019	05	\$ 42.15	\$ 38.03
6503	5203030	0	0	AUTO-PRIV (IN-ST.) H/RTE	0892000	654		2019	05	\$ 1,725.36	\$ 549.36
6503	5203100	0	0	LODGING/IN-STATE	0892000	654		2019	05	\$ 533.48	\$ 185.88
6503	5203140	0	0	TAXABLE MEALS/IN-STATE	0892000	654		2019	05	\$ 71.00	\$ 17.00
6503	5203150	0	0	NON-TAXABLE MEALS/IN-ST	0892000	654		2019	05	\$ 293.00	\$ 118.00
6503	5204020	0	0	DUES & MEMBERSHIP FEES	0892000	654		2019	05	\$ 350.00	\$ 350.00
6503	5204030	0	0	LEGAL DOCUMENT FEES	0892000	654		2019	05	\$ 600.00	\$ 600.00
6503	5204090	0	0	MANAGEMENT CONSULTANT	0892000	654		2019	05	\$ 21,836.35	\$ 3,505.79
6503	5204180	0	0	COMPUTER SERVICES-STATE	0892000	654		2019	05	\$ 10.82	\$ -
6503	5204201	0	0	BFM CENTRAL SERVICES	0892000	654		2019	05	\$ 669.45	\$ 346.34
6503	5204204	0	0	RECORDS MGMT SERVICES	0892000	654		2019	05	\$ 122.40	\$ -
6503	5204207	0	0	HUMAN RESOURCES SERVICES	0892000	654		2019	05	\$ 109.15	\$ -
6503	5204510	0	0	RENTS-OTHER	0892000	654		2019	05	\$ 1,637.70	\$ 472.50
6503	5204530	0	0	TELECOMMUNICATIONS SRVCS	0892000	654		2019	05	\$ 42.00	\$ -
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										\$ 28,924.98	\$ 6,698.99



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#16

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## Jurisdictional Update on the Enhanced EPPP

October 24, 2018

Dear Membership,

It was wonderful to see many of you in Salt Lake City at the Annual Meeting. We hope you enjoyed smooth sailing on your way back home, and we wish all of our membership a happy and healthy autumn.

As we move forward together, we would like to provide you a summary of recent Board of Directors decisions regarding the Enhanced EPPP. This information is a review of what we discussed at the Annual Meeting.

- 1) We have rescinded the August 2017 decision which made the Enhanced EPPP (including both knowledge and skills portions) the single licensure exam offered by the ASPPB. There are now two exam options.
- 2) **Option One** is for jurisdictions to continue to use the current EPPP, a standardized assessment of the knowledge needed for independent practice, with jurisdictions determining their own method of assessing the skills needed for independent practice.
- 3) **Option Two** is to use the Enhanced EPPP, which will be available in January, 2020. The Enhanced EPPP will be one exam with two parts: the current EPPP, the standardized assessment of knowledge and the Part 2 of the EPPP, the standardized assessment of skills.
- 4) An applicant must pass the knowledge portion of the exam (the current EPPP) prior to taking the skills portion of the exam (the Part 2 of the EPPP). The skills exam will not be offered as a stand-alone exam
- 5) Only applicants who are registered through a jurisdiction that has adopted the Enhanced Exam, and who have passed the knowledge portion of the exam, will be allowed to take the skills portion of the exam.
- 6) January 1, 2020 through December 31, 2021 is designated as an **early adoption period**. All jurisdictions who decide to adopt the Enhanced EPPP *at any point during this time frame* will be offered reduced fees for their applicants.
- 7) **Fees for the skills portion of the exam**, not including test center and jurisdictional fees will be:
  - a. \$300 for early adopters – from exam launch through December 31, 2021
  - b. \$450 as of January 1, 2022
- 8) **ASPPB Exam Fees for Beta Testers**, not including test center and jurisdictional fees will be:
  - a. \$100.00

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President, Board of Directors – Sharon Lightfoot, PhD | Chief Executive Officer – Mariann Burnetti-Atwell, PsyD

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- 9) Beta testing is commonly used for professional licensing exams and ASPPB has conducted Beta Testing in the past for both the EPPP and the PEP. One of the goals of beta testing is to assess how each item performs. Typically, many items are found to be psychometrically sound and are included in the applicant's score, while some items do not perform well and are discarded. Because of the need to assess items, longer examinations are given during the beta testing time frame. Items that do not perform well are not used to determine a candidate's score.
- 10) Beta testers: Approximately 150 initial test-takers will be "beta testers." Beta Testing will occur for approximately two months starting at exam launch. Beta testers **do** receive an exam score; however, they may need to wait a bit longer than is now typical to receive their score.
- 11) One of ASPPB's commitments is to strive towards best practices and consistency in regulation. Towards that end we anticipate that as jurisdictions adopt and gain experience with the Enhanced EPPP, they will come to see its value, such that at some point, as was the case with the EPPP, all jurisdictions will adopt it as the licensure exam for psychology. You can expect continued support from ASPPB in your efforts to implement the Enhanced EPPP. After several years of experience of jurisdictions using the Enhanced EPPP (2022), the ASPPB Board of Directors will evaluate that experience and decide on future directions for the national licensing exam. That decision will not be made in isolation and without the ongoing input of our member jurisdictions.
- 12) ASPPB strongly supports an early admittance option which would allow students to take the knowledge portion of the EPPP (Part 1) pre-degree -- after completion of all academic coursework excluding internship and research. The early admittance option will only be allowed for candidates who are registered through an Enhanced EPPP jurisdiction and is not limited to those coming from accredited programs, rather it is the jurisdictions that will make the determination of eligibility.
- 13) Enhanced EPPP jurisdictions will decide whether they will allow for this option. Students will need to check with jurisdictions to see if they will allow for an early option and if they will accept EPPP scores if taken early.
- 14) More information about the Enhanced EPPP can soon be found on the ASPPB web site at <https://www.asppb.net/page/EPPPPart2>.

Sincerely,

Sharon Lightfoot, PhD  
President, ASPPB Board of Directors  
[lightfoot@sbcglobal.net](mailto:lightfoot@sbcglobal.net)

#17



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# Quality Professional Development and Continuing Education Resolution

**Whereas** it is an ethical obligation for psychologists to undertake ongoing efforts to develop and maintain their competence (American Psychological Association Ethics Code Standard 2.03, APA, 2010);

**Whereas** the American Psychological Association defines continuing education as "an ongoing process consisting of formal learning activities that 1) are relevant to psychological practice, education, and science; 2) enable psychologists to keep pace with emerging issues and technologies; and 3) allow psychologists to maintain, develop, and increase competencies in order to improve services to the public and enhance contributions to the profession" (APA, 2000);

**Whereas** continuing professional development represents a variety of professional interactions, activities, roles, and responsibilities that allow for opportunities for psychologists to engage in learning, to become aware of changes in the field of psychological science, and enhance interdisciplinary understanding; formal continuing education is an integral part of continuing professional development (Institute of Medicine, 2010; Neimeyer, Taylor, Wear, & Linder-Crow, 2012);

**Whereas** the goals of both continuing professional development and continuing education programming share a focus on enhanced learning and consumer protection (APA, 2000);

**Whereas** data from the 2012 Education Leadership Conference indicated that psychologists in attendance were overwhelmingly in favor of the development of an American Psychological Association statement regarding Principles of Quality Professional Development (APA, 2012);

**Whereas** the American Psychological Association has endorsed the Guidelines for Assessment and Accountability in Higher Education of the New Leadership Alliance for Student Learning and Accountability that describe practices for the gathering, reporting on and using evidence to improve student learning (APA, 2011a; New Leadership Alliance for Student Learning and Accountability, 2012);

**Whereas** competency-based education and training, as well as the assessment and documentation of maintenance of competence, are expected across interdisciplinary, educational, and healthcare contexts (Belar, 2012; Institute of Medicine, 2010; New Leadership Alliance for Student Learning and Accountability, 2012);

**Whereas** the American Psychological Association has adopted a resolution to advocate for psychology as a STEM discipline (APA, 2010, 2011b), continuing professional development and continuing education need to be consistent with a scientific, evidenced-based approach to facilitating continued learning and integration of new learning into psychologists' performance in their professional workplace;

**Whereas** the American Psychological Association has defined evidence-based practice in psychology (EBPP) as the "integration of the best available research with clinical expertise in the context of patient characteristics, culture, and preferences" (APA, 2005);

**Whereas** commitments to accountability and to improvement are cornerstones of an evidence-based approach (Institutes of Medicine, 2010; New Leadership Alliance for Student Learning and Accountability, 2012; Wise et al., 2010);

**Whereas** independent evaluation and verification of continuing professional development and continuing education are vital to enhancing consumer confidence and to demonstrating the link between ongoing professional development and professional competence (Langendyk, 2006; Neimeyer et al., 2012; Roediger & Karpicke, 2006; Wise et al., 2010);

**Whereas** there exists a well-developed literature in psychological science and education that can inform programs of professional learning and the design of learning environments (Bransford, Brown, & Cocking, 2000);

### **Therefore**

**Be it resolved** that the Council of Representatives adopts as American Psychological Association policy the following principles of quality professional development and continuing education, and instructs the Board of Educational Affairs to integrate these principles into all policy regarding the continued professional development and continuing education of psychologists:

Quality continuing professional development activities and continuing education programs should be dedicated to an evidence-based approach with content substantiated by the empirical literature. Quality continuing professional development and continuing education activities should be founded on evidenced-based education methods (Institute of Medicine, 2010; Neimeyer, Taylor, & Cox, 2012; Stuart, Tondora, & Hoge, 2004; Wise et al., 2010).

Quality continuing professional development and continuing education should serve the purpose of enhancing and improving psychologists' skills especially in term of service to the public, contributions to the profession, and the development of interdisciplinary and

interprofessional collaboration and practice (APA, 2000; Wise et al., 2010; Institute of Medicine, 2010).

Quality continuing professional development and continuing education should reflect current research on diversity related topics and be committed to a multiculturally competent approach, respecting issues of diversity and addressing the needs of underrepresented populations (APA, 2003; APA, 2004; APA, 2011c; APA 2011d).

Quality continuing professional development and continuing education includes evaluation of a learning experience in relation to the learner and the instructor, and the assessment of its outcomes, including verification of the completion of the activity (Langendyk, 2006; Neimeyer et al., 2012; Roediger & Karpicke, 2006; Wise et al., 2010).

Quality formal continuing education is a central component of continuing professional development for psychologists, and is an important mechanism for documenting the continued professional development expected in the evolving health care system (Belar, 2012; Neimeyer, Taylor, & Wear, 2009, 2010; Wise et al., 2010).

Quality continuing education programming should build upon a completed doctoral program in psychology, and include introductory to advanced course sequencing to meet the needs of psychologists across the lifespan of their careers (Metcalfe & Kornell, 2005; Van Merriënboer, Jeroen, Pass & Kester, 2006; Wise et al., 2010).

Quality continuing education programming incorporates presenters with expertise in the program content (Ainsworth & Loizou, 2003; Stuart et al., 2004), and should include the direct input of psychologists into all phases of the decision making and program planning process.

Quality continuing education programming includes multiple teaching methods to enhance retention and the translation of new learning into practice or other professional activities (Bransford, et al., 2000; Graesser, Olde, & Klettke, 2002).

Quality continuing professional development and continuing education should be accessible to all psychologists, including those with disabilities.

Quality continuing education includes a focus on the active engagement of the learner (Ainsworth & Loizou, 2003; Bransford et al. 2000; Graesser et al., 2002; Knapp & Sturm, 2002).

Quality continuing education makes a clear connection between program content and the application of this content within the learner's professional environment (Craig, Sullins, Witherspoon, & Gholsohn, 2006; Hakel & Halpern, 2005; Institute of Medicine, 2010).

Approved by the APA Council of Representatives, August 2013

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# SOCIAL WORK

## CHAPTER 20:59:04

### CONTINUING EDUCATION

#### Section

- 20:59:04:01 Definitions.
- 20:59:04:01.01 Courses eligible for continuing education credit -- Distance education.
- 20:59:04:02 Amount of continuing education required.
- 20:59:04:03 Repealed.
- 20:59:04:04 Waiver due to certified illness.
- 20:59:04:05 Repealed.
- 20:59:04:06 Continuing education obtained out-of-state.
- 20:59:04:07 Preparation or publication of a professional social work topic or paper.
- 20:59:04:08 Standards for approval of continuing education sponsor.
- 20:59:04:09 Standards for approval of continuing education programs.
- 20:59:04:10 Standards for approval of continuing education programs for agency administrators.
- 

**20:59:04:01. Definitions.** Terms used in this chapter mean:

(1) "Academic credit hour," one semester credit hour earned at a junior college, college, or university accredited by a nationally recognized accrediting agency approved by the United States Department of Education;

(2) "Continuing education," postgraduate courses, either academic or nonacademic, related to the field of social work;

(3) "Continuing education sponsor," an educational institution, a professional association, or a business or governmental organization approved by the board under §20:59:04:08 to award continuing education units for organized social work education; and

(4) "Continuing Education Unit (CEU)," 10 contact hours of participation in a noncredit organized continuing education program conducted by an approved sponsor.

**Source:** 3 SDR 81, effective May 29, 1977; 4 SDR 82, effective June 6, 1978; 12 SDR 186, effective May 25, 1986; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 29 SDR 92, effective December 24, 2002.

**General Authority:** SDCL 36-26-29.

**Law Implemented:**SDCL 36-26-26, 36-26-29.

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**20:59:04:01.01. Courses eligible for continuing education credit -- Distance education.**

The board may allow continuing education credit for academic credit courses taken at a junior college, college, or university accredited by a nationally recognized accrediting agency approved by the United States Department of Education, and for nonacademic workshops, seminars, conferences, lectures, and agency staff development training given by an approved continuing education sponsor. Courses for which continuing education credit is allowed must meet the standards in § 20:59:04:09 or 20:59:04:10. Staff development or activities of agencies which address procedural or administrative issues are ineligible. One academic credit hour is equal to 15 contact hours of participation in a noncredit continuing education program.

The licensee may not have more than ten hours of continuing education in the following: independent or group study including listening to audio tapes, viewing video tapes, or preparing or publishing a professional social work topic or paper as set forth in § 20:49:04:07, or reading professional books or articles.

**Source:** 12 SDR 186, effective May 25, 1986; 29 SDR 92, effective December 24, 2002; 45 SDR 82, effective December 10, 2018.

**General Authority:** SDCL 36-26-29.

**Law Implemented:** SDCL 36-26-26, 36-26-29.

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**20:59:04:02. Amount of continuing education required.** All licensees submitting applications for license renewal must include a copy of the original certificate of successful completion of 30 hours of continuing education taken within the previous 2-year license period.

**Source:** 3 SDR 81, effective May 29, 1977; 4 SDR 82, effective June 6, 1978; 12 SDR 186, effective May 25, 1986; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 22 SDR 57, effective October 16, 1995; 29 SDR 92, effective December 24, 2002.

**General Authority:**SDCL 36-26-29.

**Law Implemented:**SDCL 36-26-26, 36-26-29.

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**20:59:04:03. Registration of sponsor.**Repealed.

**Source:** 3 SDR 81, effective May 29, 1977; 4 SDR 82, effective June 6, 1978; repealed, 12 SDR 186, effective May 25, 1986.

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**20:59:04:04. Waiver due to certified illness.** A licensee may apply for a waiver of the continuing education requirement if the licensee presents a physician's certified statement that the licensee was physically incapacitated to the extent that the licensee could not satisfy the requirement within the previous two-year license period.

**Source:** 3 SDR 81, effective May 29, 1977; 4 SDR 82, effective June 6, 1978; 12 SDR 151, 12 SDR 155, effective July 1, 1986.

**General Authority:**SDCL 36-26-29.

**Law Implemented:**SDCL 36-26-26, 36-26-29.

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**20:59:04:05. Exemption from continuing education requirements.**Repealed.

**Source:** 3 SDR 81, effective May 29, 1977; repealed, 4 SDR 82, effective June 6, 1978.

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**20:59:04:06. Continuing education obtained out-of-state.** A licensee who has attended a workshop, seminar, or conference outside the state of South Dakota must submit validation by furnishing an agenda and certificate of attendance to the board.

**Source:** 3 SDR 81, effective May 29, 1977; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 29 SDR 92, effective December 24, 2002.

**General Authority:**SDCL 36-26-29.

**Law Implemented:**SDCL 36-26-26, 36-26-29.

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**20:59:04:07. Preparation or publication of a professional social work topic or paper.** A licensee who has prepared an academic social work course, a social work in-service training workshop, or a social work seminar, or who has published a social work article in a recognized professional journal may be allowed a maximum of ten hours of required continuing education hours set forth in § 20:59:04:02. Verification of completion of the presentation or of publication shall be submitted by the licensee on a form provided by the board.

**Source:** 4 SDR 82, effective June 6, 1978; 12 SDR 186, effective May 25, 1986; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 29 SDR 92, effective December 24, 2002; 45 SDR 82, effective December 10, 2018.

**General Authority:** SDCL 36-26-29.

**Law Implemented:** SDCL 36-26-26, 36-26-29.

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**20:59:04:08. Standards for approval of continuing education sponsor.** A sponsor for nonacademic continuing education in social work must meet the following standards to be approved by the board;

- (1) The sponsoring organization must designate a professional staff person to administer and coordinate an organized schedule of continuing programs;
- (2) The sponsoring organization must maintain administrative control of all program elements. Programs jointly sponsored by more than one organization must designate which organization will record and report CEUs to the licensee;
- (3) The sponsoring organization must provide or arrange for educational facilities and instructional aids and equipment consistent with the educational content, format, and objectives of the continuing education; and
- (4) An individual record of participation must be maintained by the sponsoring organization for a minimum of five years and made available to each participant upon request.

A sponsor shall apply for approval on a form provided by the board before giving programs.

**Source:** 12 SDR 168, effective May 25, 1986; 29 SDR 92, effective December 24, 2002.

**General Authority:**SDCL 36-26-29.

**Law Implemented:**SDCL 36-26-26, 36-26-29.

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**20:59:04:09. Standards for approval of continuing education programs.** Continuing education programs in social work must meet the following standards to be approved by the board:

- (1) The continuing education must be in a recognized field of social work or clearly related to social work. The continuing education must be related to practice, values, skills, and knowledge of social work;
- (2) The program must be planned to meet educational needs of target group;
- (3) A clear statement of goals must be prepared in advance for each program;
- (4) Instructors must have education and experience in the area of the program they conduct;
- (5) Specific performance requirements for CEU credit must be established;

(6) Participant registration must provide dates, course titles, and number of CEUs awarded for a permanent record of individual participation;

(7) Evaluation procedures must be planned for and used to measure the effectiveness of the program design and operation; and

(8) The program must be provided by an approved continuing education sponsor.

**Source:** 12 SDR 168, effective May 25, 1986; 45 SDR 82, effective December 10, 2018.

**General Authority:** SDCL 36-26-29.

**Law Implemented:** SDCL 36-26-26, 36-26-29.

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**20:59:04:10. Standards for approval of continuing education programs for agency administrators.** Continuing education programs for agency administrators who are responsible for social work staff must enhance the practice, values, skills, and knowledge of administrators in the areas of administration, planning, and research related to human services and must meet the standards in subdivisions 20:59:04:09(2) to (8), inclusive.

Continuing education program approval for agency administrators may be applied for on a form provided by the board.

**Source:** 12 SDR 168, effective May 25, 1986.

**General Authority:** SDCL 36-26-29.

**Law Implemented:** SDCL 36-26-26, 36-26-29.

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# COUNSELORS

## CHAPTER 20:68:07

### CONTINUING EDUCATION

#### Section

<u>20:68:07:01</u>	Definitions.
<u>20:68:07:02</u>	Continuing education compliance period.
<u>20:68:07:03</u>	Continuing education requirements.
<u>20:68:07:04</u>	Proof of compliance required.
<u>20:68:07:05</u>	Notice of noncompliance.
<u>20:68:07:06</u>	Sources of continuing education credit.
<u>20:68:07:07</u>	Restrictions on continuing education credit.
<u>20:68:07:08</u>	Standards for approval.
<u>20:68:07:09</u>	Approval of sponsors.
<u>20:68:07:09.01</u>	State board approval of programs.
<u>20:68:07:10</u>	Prior approval of activities.
<u>20:68:07:11</u>	Post approval of activities.
<u>20:68:07:12</u>	Review of programs -- Reevaluation of sponsors.
<u>20:68:07:13</u>	Credit for presentations and publications.
<u>20:68:07:14</u>	Application for waiver of continuing education requirements.
20:68:07:15 and <u>20:68:07:16</u> Repealed.	
<u>20:68:07:17</u>	Reinstatement of inactive license.
<u>20:68:07:18</u>	Suspension or revocation of license.

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#### **20:68:07:01. Definitions.** Terms in this chapter mean:

(1) "Continuing education," an academic course, workshop, clinic, forum, lecture, program, seminar, or other educational activity developed for the purpose of increasing or sustaining the proficiency of the licensee in the practice of counseling;

(2) "Licensee," a person licensed to practice as a licensed professional counselor, a licensed professional counselor-mental health, or a licensed marriage and family therapist in this state;

(3) "Approved program," a continuing education program which meets the standards in § 20:68:07:08 and which has received the approval of the board;

(4) "Approved sponsor," a person or organization sponsoring continuing education activities which has been approved by the board as a sponsor pursuant to § 20:68:07:09;

(5) "In-house program," a program planned and presented by the licensee for the purpose of educating the staff;

(6) "Contact hour," 60 minutes of continuing education program.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 34 SDR 73, effective September 17, 2007.

**General Authority:** SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:** SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:02. Continuing education compliance period.** The continuing education compliance period begins January 1 of each even-numbered year and ends December 31 of each odd-numbered year. The first compliance period for a new licensee begins after the second renewal date.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998.

**General Authority:** SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:** SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:03. Continuing education requirements.** During the continuing education compliance period, each licensee must complete at least 40 contact hours of approved continuing education without duplicating the same course. Four of those contact hours shall be on the subject of

counseling ethics. This shall be documented by a published program, title, or description. Approved supervisors shall complete four hours of counselor supervision education within the 40 contact hours.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 30 SDR 121, effective February 17, 2004; 42 SDR 97, effective January 4, 2016.

**General Authority:** SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:** SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:04. Proof of compliance required.** Compliance with the requirements for continuing education is a prerequisite for license renewal. Each licensee must submit copies of evidence satisfying the requirements of § 20:68:07:03 during the compliance period.

On the form which the board provides to show compliance with § 20:68:07:03, the licensee applying for renewal shall list the continuing education activities which the licensee participated in or attended, the amount of credit received for each program, and the date, location, and name of the approved provider which sponsored the program. Each licensee is responsible for retaining the original certificate or other record of credit from continuing education programs received from approved providers for at least five years for audit purposes as prescribed in § 20:68:07:18.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998.

**General Authority:** SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:** SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:05. Notice of noncompliance.** If the licensee does not submit the evidence required by § 20:68:07:04 at the time the application for renewal of the license is submitted, the board shall notify the licensee in writing. Unless an extension of time to meet the requirements of § 20:68:07:03 is granted or a waiver of the requirements is approved, the license shall be revoked as provided in § 20:68:07:18.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998.

**General Authority:** SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:** SDCL 36-32-23, 36-32-43, 36-33-14.

**Cross-Reference:** Waiver of continuing education requirements -- Inactive status, § 20:68:07:15.

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**20:68:07:06. Sources of continuing education credit.** The licensee may obtain hours of continuing education credit by attending and participating in continuing education courses,

workshops, clinics, forums, lectures, programs, seminars, distance learning programs, or other educational activities either previously approved by the board pursuant to § 20:68:07:09 or otherwise meeting the requirements in this chapter and approved by the board pursuant to § 20:68:07:08. A continuing education unit equals 10 contact hours and a semester of academic credit equals 15 contact hours.

Continuing education activities must be geared toward professionals and must focus on increasing knowledge or skills, or both, in the practice of counseling.

The licensee is responsible for financing the costs of continuing education.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 30 SDR 121, effective February 17, 2004.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:**SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:07. Restrictions on continuing education credit.** A licensee may not receive more than eight contact hours during a continuing education compliance period for in-house programs.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 30 SDR 121, effective February 17, 2004.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:**SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:08. Standards for approval.** A continuing education course, workshop, clinic, forum, lecture, program, seminar, distance learning program, or other educational activity is qualified for approval by the board pursuant to this section, § 20:68:07:09, or § 20:68:07:10 if it meets the following requirements:

- (1) It constitutes an organized program of learning which contributes directly to the professional competence of the licensee in serving the public;
- (2) It relates to the practice of counseling;
- (3) It is conducted by individuals considered experts in the subject matter of the program because of education, training, or experience; and
- (4) It is accompanied by a paper, manual, or written outline which substantially pertains to the subject matter of the program.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 30 SDR 121, effective February 17, 2004.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:** SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:09. Approval of sponsors.** The board will accept continuing education credits for programs accredited, approved, or presented by the following national organizations:

- (1) National Board for Certified Counselors (NBCC);
- (2) American Psychological Association (APA);
- (3) American Association of Marriage and Family Therapists (AAMFT);
- (4) National Association of Social Workers (NASW);
- (5) Commission on Rehabilitation Counselor Certification (CRCC);
- (6) American Medical Association Physician's Recognition Award Category 1 Credit (AMA PRA Category 1 Credit); and
- (7) Joint Commission for Accreditation of Health Care Organizations (JCAHCO).

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 28 SDR 51, effective October 14, 2001; 30 SDR 121, effective February 17, 2004; 34 SDR 73, effective September 17, 2007.

**General Authority:** SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:** SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:09.01. State board approval of programs.** The board may accept continuing education credits for programs preapproved by a licensing board for counselors of another state.

**Source:** 28 SDR 51, effective October 14, 2001.

**General Authority:** SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:** SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:10. Prior approval of activities.** An organization or presenter other than an approved sponsor which desires prior approval of a continuing education program of any nature shall apply to the board at least 30 days before the program is to be presented. The organization or presenter shall apply for approval on a form provided by the board. The application shall state the

dates, subjects offered, total hours of instruction, names and qualifications of speakers, and other pertinent information. The board shall notify the applicant in writing of its decision within 30 days after receipt of the application.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 28 SDR 51, effective October 14, 2001.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:**SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:11. Post approval of activities.** An organization, presenter, or attendee seeking post approval of a program shall submit to the board, within 30 days after completion of the program its dates, subjects, instructors and their qualifications, the number of contact hours requested, and the fee required in § 20:68:02:03. Within 30 days after receipt of the application, the board shall advise the organization, presenter, or attendee in writing whether the program is approved and the number of contact hours allowed.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 30 SDR 121, effective February 17, 2004.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:**SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:12. Review of programs -- Reevaluation of sponsors.** The board may monitor or review any continuing education program that has been approved by the board. If the board finds evidence of significant variation in the program presented compared to the program approved, the board may revoke the approval of the sponsor or approval of the continuing education program. The sponsor or program whose approval is revoked must apply for reapproval under § 20:68:07:08 or 20:68:07:09.

The board may at any time reevaluate an approved sponsor. After reevaluation, if the board finds there is a basis for consideration of revocation of the approval of a sponsor, the board shall give notice in writing to that sponsor of a hearing on the revocation of approval at least 30 days before the hearing.

**Source:** 23 SDR 8, effective July 25, 1996.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43.

**Law Implemented:**SDCL 36-32-23, 36-32-43.

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**20:68:07:13. Credit for presentations and publications.** A licensee who has prepared an academic counseling course, a counseling in-service training workshop, or a counseling seminar or who has written as first author a counseling article accepted for publication in a recognized professional journal is allowed a maximum of ten contact hours in each compliance period for each original presentation or publication. The licensee making a presentation in a course, workshop, or

seminar must secure prior approval from the board by providing the board with a written summary of the intent to present on a form provided by the board 30 days prior to the presentation and one letter of reference from a licensed counselor that verifies the intent. Verification of completion of the presentation or the letter of acceptance to publish, must be submitted to the board by the licensee.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 28 SDR 51, effective October 14, 2001; 30 SDR 121, effective February 17, 2004.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:**SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:14. Application for waiver of continuing education requirements.** A licensee may request a waiver of the continuing education requirements by applying in writing to the board. The application shall contain the reasons for the request and supporting documentation. The board may waive any part or all of the continuing education requirements in § 20:68:07:03 for a two-year compliance period for the following reasons:

(1) The licensee served active duty in the armed forces of the United States during any part of the period since the license was issued or last renewed; or

(2) The licensee has an incapacitating illness or disability documented by a licensed physician.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 30 SDR 121, effective February 17, 2004.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:**SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:15. Waiver of continuing education requirements -- Inactive status.**Repealed.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; repealed, 30 SDR 121, effective February 17, 2004.

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**20:68:07:16. Termination of inactive status.**Repealed.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; repealed, 30 SDR 121, effective February 17, 2004.

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**20:68:07:17. Reinstatement of inactive license.** An inactive practitioner seeking to reinstate a license which has not been renewed within two years must present evidence of having completed at least 20 contact hours of approved continuing education within the year preceding the application for reinstatement and pay the renewal fee for the current year, along with the late fee pursuant to § 20:68:02:03. This section does not apply to a revoked or suspended license.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998; 30 SDR 121, effective February 17, 2004.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:**SDCL 36-32-23, 36-32-43, 36-33-14.

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**20:68:07:18. Suspension or revocation of license.** The board may suspend or revoke a license after the investigation or review, or both, of suspected noncompliance with this chapter. Upon request for renewal of the South Dakota license, the licensee is responsible for reasonable expenses incurred by the board or the board's representative relating to the investigation or review of the suspected noncompliance complaint, plus regular renewal fees.

The board may not renew a license for any person who has failed to comply with the requirements of this chapter. The board shall conduct audits to verify compliance of continuing education requirements.

**Source:** 23 SDR 8, effective July 25, 1996; 25 SDR 85, effective December 22, 1998.

**General Authority:**SDCL 36-32-23, 36-32-26, 36-32-43, 36-33-14.

**Law Implemented:**SDCL 36-32-23, 36-32-43, 36-33-14.

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**24.189.2101 CONTINUING EDUCATION REQUIREMENTS**

(1) In accordance with 37-17-202, MCA, the Montana Board of Psychologists hereby establishes requirements for the continuing education of licensed psychologists as a condition of license renewal.

(2) The board/staff will not preapprove continuing education programs or sponsors. Qualifying criteria for continuing education are specified in these rules. It is the responsibility of the licensee to select quality programs that contribute to his/her knowledge and competence which also meet these qualifications.

(3) A continuing education activity must meet the following criteria:

(a) The activity must have significant intellectual or practical content. The activity must deal primarily with substantive psychological issues, psychological skills or laws or rules and ethical standards related to one's role as a psychologist. In addition, the board may accept continuing education activities from other professional groups or academic disciplines if the psychologist demonstrates that the activity is substantially related to his or her role as a psychologist.

(b) The activity itself must be conducted by an individual or group qualified by practical or academic experience.

(c) All approved formal continuing education courses must issue a program or certificate of completion containing the following information:

- (i) full name and qualifications of the presenter;
- (ii) title of the presentation attended;
- (iii) number of hours and date of each presentation attended;
- (iv) description of the presentation format; and
- (v) name of licensee.

(d) It is the responsibility of the licensee to establish and maintain detailed records of continuing education compliance for a period of three years following submission of a continuing education report.

History: 37-1-319, 37-17-202, MCA; IMP, 37-1-306, MCA; NEW, 1992 MAR p. 558, Eff. 3/27/92; AMD, 1997 MAR p. 538, Eff. 3/25/97; TRANS, from Commerce, 2004 MAR p. 2282; AMD, 2014 MAR p. 2459, Eff. 10/10/14.

**24.189.2104 CONTINUING EDUCATION PROGRAM OPTIONS**

(1) Acceptable continuing education for psychologists may be chosen from (a) through (e).

(a) Acceptable continuing education includes:

(i) Any American Psychological Association-approved, any Montana Psychological Association-approved, or a PESI-approved continuing education activity or program for psychologists that meets ARM 24.189.2101(3)(a) through (c) will qualify for continuing education credit.

(ii) Credit may be given for workshops and other educational activities offered at professional conferences and conventions sponsored by the American Psychological Association and its affiliates if the content of such presentations meets the standards established by ARM 24.189.2101(3)(a) through (c). General business meetings do not qualify.

(iii) Any other specific activities, i.e. audio tapes or conference/workshops, meeting requirements of ARM 24.189.2101(3)(a) through (c) will qualify for continuing education credit.

(b) No more than 30 continuing education units meeting the following criteria:

(i) Documentation of successful completion of an advanced credential requiring extensive preparation of work samples, research, oral examination, e.g. ABPP.

(ii) Study groups may qualify for continuing education if:

(A) The psychologist submits with the continuing education form an explanation of the applicability of the study topic to the psychologist's practice in order to demonstrate the relevance of the study or case material and to substantiate that the material meets the requirements of continuing education.

(B) The psychologist provides the specific date and time for each study group session submitted for continuing education credit.

(C) At least three other psychologists or mental health professionals attend the activity.

(D) Minutes are kept of each study group meeting and are available to the Board of Psychologists upon request. The minutes shall include the names of the participants present, the subject matter, and references which relate to any written material utilized. Each such group shall designate an individual to serve as the recorder of the minutes. The name of the recorder shall be noted on the continuing education form.

(iii) Formally organized classes, with preassigned credit and attendance verifiable by transcript, offered under the auspices of regionally accredited institutions of higher education that meet criteria specified in ARM 24.189.2101(3)(a) and (b).

(iv) The following professional activities that meet criteria specified in ARM 24.189.2101(3)(a) and (b) may be submitted in fulfillment of no more than 30 continuing education units:

(A) Initial presentation of a meeting paper or poster presentation or workshop in the field of psychology based on thorough review of the literature, and including theoretical ideas, with application to clinical work. One hour of continuing education will be credited for each hour of presentation. In addition, one hour of continuing education will be credited for preparation for each hour of presentation;

(B) Publication of a review paper or a formal theoretical paper in a refereed journal in the field of psychology;

- (C) Carrying out a research project reported in publishable form;
  - (D) Teaching a formally organized class in psychology or related subjects which meets the criteria specified in ARM 24.189.2101(3)(a);
  - (E) Formal case presentation in a group setting (e.g. grand rounds), properly documented and conducted by appropriately credentialed and/or licensed professionals.
- (c) No more than 15 continuing education units of personal growth activities that meet the following criteria:
- (i) individual psychotherapy that:
    - (A) is obtained in a formal setting.
    - (B) is conducted by a certified or licensed professional.
    - (C) has a fee charged for services rendered.
    - (D) is documented by stating the number of contact hours on the professional's letterhead.
  - (ii) group therapy that:
    - (A) has group meetings in a formal setting.
    - (B) has a qualified professional for a facilitator.
    - (C) has a fee charged for services rendered.
    - (D) is documented by stating the number of contact hours on the professional's letterhead.
  - (iii) Specific supervision that:
    - (A) is obtained in a formal setting.
    - (B) is conducted by a certified or licensed professional.
    - (C) has a fee charged for services rendered.
    - (D) is documented by stating the number of contact hours on the professional's letterhead.
- (d) No more than ten continuing education units may be granted for courses relative to the management of a professional practice.
- (e) Psychologist board members may receive continuing education credit of up to eight hours per calendar year for their attendance of board meetings.

History: 37-1-319, 37-17-202, MCA; IMP, 37-1-306, 37-17-202, MCA; NEW, 1992 MAR p. 558, Eff. 3/27/92; AMD, 1997 MAR p. 538, Eff. 3/25/97; AMD, 1998 MAR p. 927, Eff. 4/17/98; AMD, 1999 MAR p. 211, Eff. 1/29/99; TRANS, from Commerce, 2004 MAR p. 2282; AMD, 2010 MAR p. 1508, Eff. 6/25/10; AMD, 2014 MAR p. 2459, Eff. 10/10/14; AMD, 2017 MAR p. 1654, Eff. 9/23/17; AMD, 2017 MAR p. 1656, Eff. 9/23/17.

**24.189.2107 CONTINUING EDUCATION IMPLEMENTATION**

(1) One continuing education credit will be granted for each hour of participation in the continuing education activity.

(2) A licensed psychologist must earn at least 40 continuing education credits during two consecutive calendar years. Continuing education credit shall be reported as follows:

(a) Licensees with even-numbered licenses shall obtain 40 hours of continuing education credit on or before the renewal date set by ARM 24.101.413 of each even-numbered calendar year. Licensees in this category will not report continuing education on the odd-numbered years but must renew their licenses each year.

(b) Licensees with odd-numbered licenses shall obtain 40 hours of continuing education credit on or before the renewal date set by ARM 24.101.413 of each odd-numbered calendar year. Licensees in this category will not report continuing education on the even-numbered years but must renew their licenses each year.

(c) No continuing education is required for licensees licensed less than one full calendar year on their first reporting date. Licensees licensed less than two full calendar years on the first reporting date shall submit 20 hours of continuing education.

(d) All licensed psychologists must submit affirmation of understanding to the board on the appropriate year's license renewal that they understand their duty to comply with the continuing education requirements established by this subchapter for maintaining their license. The board may randomly audit up to 50 percent of the licensees attesting to continuing education. Certificates of completion or programs for continuing education credits reported must be submitted upon request of the board. Notices of continuing education audit will be considered properly mailed when addressed to the last known address on file in the board office. No continuing education programs used to complete delinquent continuing education plan requirements for licensure can be used to meet the continuing education requirements for the next continuing education reporting period. Any continuing education noncompliance determined by the audit may be handled by the board as a disciplinary matter.

(e) If a licensee is unable to acquire sufficient continuing education credits to meet the requirements, he or she may request an exemption. All requests for exemptions will be considered by the Board of Psychologists and evaluated on an individual basis.

History: 37-1-131, 37-1-319, 37-17-202, MCA; IMP, 37-1-131, 37-1-141, 37-1-306, 37-17-202, MCA; NEW, 1992 MAR p. 558, Eff. 3/27/92; TRANS, from Commerce, 2004 MAR p. 2282; AMD, 2005 MAR p. 2464, Eff. 12/9/05; AMD, 2006 MAR p. 1583, Eff. 7/1/06; AMD, 2010 MAR p. 1508, Eff. 6/25/10; AMD, 2014 MAR p. 2459, Eff. 10/10/14; AMD, 2017 MAR p. 1654, Eff. 9/23/17.

**ARTICLE 66-03  
CONTINUING EDUCATION**

Chapter  
66-03-01 Continuing Education

**CHAPTER 66-03-01  
CONTINUING EDUCATION**

Section	
66-03-01-01	Continuing Education
66-03-01-02	Continuing Education Reports
66-03-01-03	Board Approval
66-03-01-04	Categories of Continuing Education Programs and Credits
66-03-01-05	Verification of Continuing Education Credits and Programs
66-03-01-06	Failure to Comply With the Continuing Education Requirement
66-03-01-07	Agencies and Individual Licensure Exemptions [Repealed]

**66-03-01-01. Continuing education.**

Every psychologist, industrial-organizational psychologist, applied behavior analyst, and registered applied behavior analyst shall complete continuing education credits relevant to the practice of psychology, industrial-organizational psychology, or applied behavior analysis. Reporting cycles are two years, commencing with November first of the year in which the licensee or registrant obtained a North Dakota license or registration, except that individuals licensed prior to January 1, 1992, have reporting cycles that began on November 1, 1992.

**History:** Effective February 1, 1995; amended effective April 1, 2007; July 1, 2012; April 1, 2016.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-08.1, 43-32-08.2

**66-03-01-02. Continuing education reports.**

Application for continuing education credits must be made on the form provided by the board and must include evidence of completion of at least forty credits of continuing education completed over the two-year period. The application must be submitted to the board no later than November fifteenth following the completion of the two-year reporting cycle.

**History:** Effective February 1, 1995; amended effective April 1, 2007.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-08.1, 43-32-08.2

**66-03-01-03. Board approval.**

Any continuing education credits completed for renewal of licensure must be approved by the board. An approved program of continuing education means an educational or competence training program offered by an approved provider of continuing education. An approved provider of continuing education means any professional association or society, university, college, corporation, or other entity that has been approved by the board to provide educational programs that are designed to assure continued competence in professional practice. The following providers have been recognized as approved by the board and do not require pre-approval prior to reporting deadlines:

1. The American psychological association;
2. The Canadian psychological association;

3. The North Dakota or any other state or provincial psychological or behavior analytical association or regulatory body;
4. The association on behavior analysis international;
5. The behavior analyst certification board;
6. The American association of intellectual and developmental disabilities;
7. The northland association for behavior analysis;
8. The American medical association for content related to practice authorized in North Dakota century code chapter 43-32; and
9. The association of social work boards approved continuing education program for content related to practice authorized in North Dakota century code 43-32.

Continuing education programs may be approved at any time by the board by submission of a continuing education program approval application form by the sponsoring provider organization and payment of a twenty-five dollar fee. A licensee planning to attend a program that has not been pre-approved may submit an approval application form without a fee.

**History:** Effective February 1, 1995; amended effective September 1, 2000; April 1, 2007; July 1, 2012; April 1, 2016; July 1, 2018.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-08.1

#### **66-03-01-04. Categories of continuing education programs and credits.**

A minimum of three continuing education credits per reporting cycle must be in the area of professional ethics, law, or jurisprudence. A minimum of three continuing education credits per reporting cycle must be in the area of supervision for licensees supervising psychology residents or registered applied behavior analysts. The board recognizes the following categories of continuing education programs or activities and established credit hours:

1. Formal continuing education programs that may consist of courses, workshops, professional psychology conventions or conferences, or institutes. Such programs must include both instructor and attendee real-time interaction on a verbal level whether in person or through interactive video technologies. The number of continuing education credits assigned by an association recognized by the board will be accepted. Otherwise the credits will be one credit per clock-hour.
2. Regularly scheduled postgraduate courses offered by an accredited college or university that are relevant to the practice of psychology, industrial-organizational psychology, or applied behavior analysis. One quarter hour of academic credit constitutes ten continuing education credits. One semester hour of academic credit constitutes fifteen continuing education credits. Documentation by transcript is required.
3. Writing or speaking, including a paper or other presentation at a formal professional meeting, a paper published in a professional journal, or a book or an original chapter in an edited book in the area of psychology or a related field. Credit will be granted for the year of publication or presentation in the case of a paper. Graduate course teachings within a higher education setting will be granted at twenty continuing education credits for the initial year of offering. Continuing education credits will be granted at the rate of five for each paper or presentation, fifteen for each chapter in a book, fifteen for editing a book, and twenty for the publication of a book. Continuing education credits will be granted only once for any given paper or

presentation. A maximum of twenty continuing education credits per reporting cycle will be granted for continuing education programs in this category.

4. Correspondence or online courses, recordings, or independent readings approved by the board or by one of the associations recognized by the board which include an examination component successfully completed by the licensee or registrant. A maximum of twenty continuing education credits per reporting cycle will be granted for continuing education programs in this category.

**History:** Effective February 1, 1995; amended effective September 1, 2000; April 1, 2007; July 1, 2012; April 1, 2016.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-08.1

**66-03-01-05. Verification of continuing education credits and programs.**

1. At the end of the two-year reporting cycle, each licensee or registrant must submit a completed and signed statement on a form provided by the board attesting to satisfaction of the continuing education requirement. The licensee or registrant shall list the activities submitted for continuing education credit and the amount of credit claimed for each.
2. The licensee or registrant may not submit the specific verification of each continuing education experience claimed, but must maintain a file of such verification documentation for two years following the submission of the reporting form.
3. At each reporting period, the board will select a random sampling of approximately ten percent of the licensees and registrants and require them to provide verification of the continuing education experiences claimed on the reporting form.

**History:** Effective February 1, 1995; amended effective April 1, 2007; July 1, 2012; April 1, 2016.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-08.1, 43-32-08.2

**66-03-01-06. Failure to comply with the continuing education requirement.**

If a licensee or registrant does not satisfy the number of credits required for a two-year cycle, the board may exercise the following options:

1. Extension of time to complete the requirement may be granted if sufficient evidence of illness or serious extenuating circumstances amounting to good cause is presented in writing to the board. Requests for extension are due by November fifteenth of the reporting year. If the extension request is received after November fifteenth of the reporting year, the applicant shall submit the fee for a late request of an extension of time to submit continuing education documentation along with the request for an extension. The approval of an extension and the amount of time granted to complete the requirements are at the sole discretion of the board. If a request for an extension is granted the licensee will be required to continue to fulfill the continuing education requirement for the next two-year cycle, in addition to any continuing education requirements that may apply to the extension period. A licensee who receives an extension shall undergo a mandatory audit of continued education documentation for the two reporting cycles following the conclusion of the extension period.
2. Expired license or registration. A license or registration that is expired because of failure to meet the continuing education requirements will be renewed if, within one year from the date of nonrenewal, the licensee or registrant reapplies for renewal, documents the completion of the previous reporting period continuing education requirements, pays the renewal fee, and pays the late fee established by the board in the fee section above.

**History:** Effective February 1, 1995; amended effective September 1, 2000; April 1, 2007; July 1, 2012; April 1, 2016; July 1, 2018.

**General Authority:** NDCC 43-32-08

**Law Implemented:** NDCC 43-32-08.1, 43-32-08.2

**66-03-01-07. Agencies and individual licensure exemptions.**

Repealed effective September 1, 2000.



Effective Date  
10/30/04

Department of Health and Human Services  
Regulation and Licensure

172 NAC 155

6. Documentation relating to misdemeanor or felony conviction(s) or licensure revocation, suspension, limitation or disciplinary action (if applicable).

155-007.03B If the licensee wishes to place his/her license on either inactive or lapsed status s/he must:

1. Request that his/her license be placed on inactive status by submitting to the Department:
  - a. The renewal notice with a check in the box marked inactive; and
  - b. The fee of \$25; or
2. Request that his/her license be placed on lapsed status by submitting to the Department:
  - a. The renewal notice with a check in the box marked lapsed.

155-007.03C The Department will notify the licensee in writing of the acceptance or denial of the request to allow the license to be placed on lapsed or inactive status.

155-007.04 When any licensee fails, within 30 days of expiration of a license, to pay the renewal fee, to submit documentation of continuing competency, and/or to pay an additional late fee of \$25, the Department will automatically revoke the license without further notice or hearing and make proper record of the revocation.

155-007.05 Failure to meet the continuing competency requirement for renewal within 30 days of expiration of his/her license will constitute non-renewal of a license, unless a waiver of continuing competency is granted or the license is placed on inactive or lapsed status. When any licensee fails, within 30 days of expiration of a license, to meet the continuing competency requirements for renewal and pay an additional late fee of \$25, the Department revokes the license after notice and opportunity for hearing. Hearings held before the Department will be conducted in accordance with Neb. Rev. Stat. §§ 84-901 to 84-920, Administrative Procedure Act and 184 NAC 1, Rules of Practice and Procedure of the Department.

155-007.06 When the licensee has given notification to the Department that s/he desires to have the license lapse or be placed on inactive status upon expiration, 172 NAC 155-007.04 and 155-007.05 will not apply.

155-007.07 The Department may refuse to renew a license for falsification of any information submitted for renewal of the license. Such refusal will be made pursuant to Neb. Rev. Stat. §§ 71-149 to 71-155 and 184 NAC 1, Rules of Practice and Procedure for the Department.

155-007.08 An individual who practices after expiration of his/her credential is subject to assessment of an Administrative Penalty pursuant to 172 NAC 155-012, or such other action as provided in the statutes and regulations governing the credential.

155-008 CREDENTIAL REVOCATION FOR FAILURE TO MEET RENEWAL REQUIREMENTS:

The Department may revoke a credential when the licensed psychologist or special licensed psychologist fails to meet the renewal requirements.

155-008.01 Revocation for Nonpayment of Renewal Fee or Late Fee, or Failure to Submit Documentation of Continuing Competency within Thirty Days of Expiration of the License

155-008.01A When a credential holder fails to pay the required renewal fee, to submit documentation of continuing competency, and/or to pay a late fee of \$25 and fails to request that his/her credential be placed on either inactive or lapsed status within 30 days of its expiration, the Department automatically revokes the credential without further notice or hearing.

155-008.01A1 A post revocation notice will be sent which will specify that:

1. The credential holder was given a first and final notice of renewal requirements and the respective dates for these notices;
2. The credential holder failed to renew the credential or to request that his/her credential be placed on inactive or lapsed status;
3. The Department has revoked the credential; and
4. The credential holder has a right to request reinstatement of the credential.

155-008.02 Revocation for Failure to Meet Continuing Competency Requirements

155-008.02A When a credential holder fails within 30 days of the expiration of his/her credential to meet the continuing competency requirement, the Department revokes his/her credential after notice and opportunity for a hearing.

155-008.02A1 The revocation notice for failure to meet continuing competency requirements specifies that:

1. The credential holder was given a first and second notice of failure to meet the continuing competency requirement and the respective dates of each notice;
2. The credential holder failed to meet continuing competency renewal requirements or to have his/her credential timely placed on inactive or lapsed status;
3. The credential has been revoked for failure to meet continuing competency requirements within thirty days after expiration of the credential and that the revocation will become final unless a request for hearing is filed by the credential holder with the Department within 30 days of date of receipt of the notice; and
4. The credential holder has a right to request reinstatement of the credential after revocation.-

155-009 CONTINUING COMPETENCY REQUIREMENTS

155-009.01 General Requirements: On or before January 1 of each odd numbered year, each psychologist who is in active practice in the State of Nebraska must:

155-009.01A Complete 24 hours of professional activities directed at maintaining continuing competency during the preceding 24 month period. Additional hours earned during this period which are above and beyond the required 24 hours cannot be utilized for subsequent renewals.

1. No more than the total number of approved hours offered in Nebraska to renew the license will be required during this period.

155-009.01B At the time of renewal, the licensee must submit to the Department the renewal notice with an attestation by the licensee that:

1. States s/he has met the continuing competency requirements; and
2. Indicates the number of credits/hours in one or more of the following competency areas:
  - a. Developing and teaching an academic course;
  - b. Satisfactorily completing a graduate level academic course;
  - c. Authoring or editing a psychological practice oriented publication;
  - d. Presenting or attending workshops, seminars, symposia, colloquia, invited speaker sessions, meetings of professional or scientific organizations; or
  - e. Homestudy or videos.

155-009.01C A psychologist must maintain documentation of attendance at continuing competency activities

155-009.01D Continuing competency activities must directly relate to the definition of psychology. Continuing competency hours will be determined as follows:

1. Developing and teaching an academic course in an institution accredited by a regional accrediting agency. Credit will be granted only for the first time the licensee teaches the course during the renewal period and can not be used for subsequent renewal periods.
  - a. 1 semester hour of graduate academic credit equals 15 hours continuing competency credit.
2. Satisfactorily completing a graduate level course offered by an institution accredited by a regional accrediting agency. Credit will be granted only for the first time it is completed, and it must be completed during the renewal period for which it is submitted.
  - a. 1 semester hour of graduate academic credit equals 15 hours of continuing competency credit.

3. Authoring or editing a peer-reviewed psychological practice oriented publication. Continuing competency credit may be earned only in the year of publication or first distribution.
  - a. Senior/1<sup>st</sup> author of a peer-reviewed psychological practice oriented professional or scientific book equals 16 hours of competency credit;
  - b. Senior/1<sup>st</sup> author of a peer-reviewed psychological practice oriented professional or scientific book chapter equals 8 hours of continuing competency credit;
  - c. Senior/1<sup>st</sup> author of a peer-reviewed psychological practice oriented professional journal article equals 8 hours of continuing competency credit; and
  - d. Editor of a peer-reviewed psychological practice oriented professional or scientific book/journal equals 16 hours of continuing competency credit.
4. Presenting or attending workshops, seminars, symposia, colloquia, invited speaker sessions, meetings of professional or scientific organizations, homestudy, or videos.
  - a. 60 minutes of presentation or attendance equals 1 hour of continuing competency credit.
  - b. Only activities approved by the following organizations are acceptable:
    - (1) The American Psychological Association (APA);
    - (2) The American Medical Association; (AMA) Nebraska Medical Association (NMA)
    - (3) The American Nurses Credentialing Center's Commission on Accreditation;
    - (4) Nebraska Nurses Association (NNA);
    - (5) National Association of Alcohol and Drug Abuse Counselors (NAADAC) or Nebraska Certified Alcohol and Drug Abuse Counselors (NCADAC);
    - (6) National Association of Social Workers (NASW);
    - (7) National Counselors Association (NCA); or
    - (8) National Association of Marriage and Family Therapists (NAMFT).

155-009.02 Audit of Continuing Competency: The Board may select in a random manner a sample of the license renewal applications for audit of continuing competency credits. Each licensee is responsible for maintaining in his/ her personal files such certificates or records of credit from continuing competency activities received from providers. Licensees selected for audit must produce documentation of his/her attendance at those continuing competency activities attested to on his/her renewal application.

1. When selected for audit, the licensee must provide satisfactory documentation of attendance at or participation in approved continuing competency activities attested to on the licensee's renewal. Satisfactory documentation includes, but is not limited to, certificates of attendance, or certified attendance rosters, or letters from sponsors of continuing competency activities, which verify attendance/completion.

2. The Board reserves the right to audit the continuing competency attestation of any licensee by notifying the licensee and requesting the licensee to produce within 30 days of mailing, documents verifying attendance/completion of acceptable continuing competency programs.
3. Continuing competency hours for which no documentation of attendance/completion is produced will not be included in the calculation of the total of continuing competency hours earned.
4. Failure to comply with the audit will result in non-renewal of the license.

155-009.03 Waiver of the Continuing Competency: The Department, on the recommendation of the Board, may waive the continuing competency requirements, in whole or in part, for any two-year period or for the period of time since the license was last issued when a licensee submits documentation that circumstances beyond his/her control prevented him/her from completing such requirements. Any licensee who seeks a waiver of the continuing competency must complete the appropriate request on the renewal form which must be received by the Department on or before January 1st of the year the license is subject to renewal.

155-009.03A Circumstances and documentation required follows. The licensee must:

1. Hold a Nebraska license but have not engaged in the practice of psychology for the 24 months preceding renewal; or
2. Have been in the service of the regular armed forces of the United States during any part of the period since his/her license was issued or last renewed. If this waiver is granted, the renewal fee is also waived;
  - a. Submit to the Department official documentation stating dates of service; or
3. Be a legal resident of another state, territory, or the District of Columbia and have not practiced as a psychologist in the State of Nebraska since his/her license was issued or last renewed; or
4. Have been suffering from a serious or disabling illness or physical disability which prevented completion of the required number of continuing competency hours since his/her license was issued or last renewed;
  - a. Submit to the Department a statement from a physician stating that the licensee was injured or ill, the duration of the illness or injury and the recovery period; and that the licensee was unable to attend continuing competency activities during that period; or
5. Have been first licensed within 24 months immediately preceding the license or renewal date.

155-009.03B The Department may, upon the recommendation of the Board, grant or deny an application for waiver of the continuing competency requirements.

## CHAPTER 8

### RENEWAL OF LICENSES AND CERTIFICATES

#### Section 1. Annual Renewal of Licenses and Certificates.

(a) Licenses and certificates expire June 30 of every year. The Board shall provide a renewal notice to individuals at their address of record no later than thirty (30) days prior to the expiration date.

(b) The complete application and renewal fee must be postmarked or electronically completed no later than the expiration date, or the next business day in cases when the expiration date falls on a weekend or holiday, in order to meet the renewal deadline without penalty.

(c) Renewal applications postmarked or electronically completed within the thirty (30) days immediately following the expiration date of a license or certificate will be assessed a late fee in addition to the renewal fee.

(d) Renewal applications postmarked or electronically completed more than thirty (30) days following the expiration date will not be accepted by the Board and the license or certificate will expire.

(e) Failure to receive notice from the Board for renewal of a license or certificate does not excuse an individual from the requirements for renewal under the Act and this rule.

(f) A license or certificate holder who has allowed his/her license or certificate to expire may apply for license or certificate within one (1) year of the expiration date by submitting a renewal application for a license or certificate, the application fee, the restoration fee, the license or certificate fee for the current year, and verification of having completed thirty (30) hours of continuing education within the forty-eight (48) months immediately preceding the application date.

#### Section 2. Continuing Education Requirements.

(a) As a condition for renewal, license and certificate holders must provide documentation of having completed thirty (30) hours of continuing education every two (2) years on their renewal date. These hours must be obtained during the forty-eight (48) months immediately preceding their renewal date. The period required to obtain continuing education hours may be extended by the Board if good cause is shown by the applicant.

(b) These hours may be earned as follows:

(i) Up to twenty (20) continuing education hours may be earned by completing designated activities reviewed and approved by the WPA or the WSPA for continuing education credit.

(ii) At least ten (10) continuing education hours must be earned by completing program designed activities reviewed and approved by the APA or NASP.

(c) It is the licensee or certificate holder's responsibility to obtain the necessary documentation of hours earned from the continuing education activity sponsor and to submit such documentation to the Board upon request.

**Section 3. Change of Name and/or Address.** It is the responsibility of the individual to inform the Board in writing of any change in legal name, or contact information within thirty (30) days of the change.

CE Requirements	Source
Alabama: 20 hours/year	<a href="#">Psych AL Admin Code Rules Regs Chapter 750-x-3A</a>
Alaska: 20 hours/year	<a href="#">Alaska.gov License Renewal</a>
Arizona: 40 hours every two years	<a href="#">Psych Board AZ.gov CE</a>
Arkansas: 20 hours per licensing period	<a href="#">Psych Board-Ark CE</a>
California: 36 hours every 2 years	<a href="#">CA Psych Board.gov CE</a>
Colorado: No CE requirements	
Connecticut: 10 hours/year	<a href="#">CT.gov Psych CE</a>
Delaware: 40 hours/2 years	<a href="#">DE.gov AdminCode-Title24/3500.CE 10.0</a>
District of Columbia: 30 hours per 2 years	<a href="#">DC Psych Board - Renewal App</a>
Florida: 40 hours/2 years	<a href="#">FL Psych.gov CE FAQs</a>
Georgia: 40 hours per 2 years	<a href="#">GA.gov Board FAQs</a>
Hawaii: No CE requirements Beginning July 1, 2016, 18 hours every two years	<a href="#">HI SB 2465 (Act 187) - CE</a>
Idaho: 20 hours per year	<a href="#">Idaho.gov Psych Board CE Rule 401</a>
Illinois: 24 hours per 2 years	<a href="#">IL.gov AdminCode Section 1400.85</a>
Indiana: 40 hours every 2 years	<a href="#">IN.gov Psych Board Code 25-33-2</a>
Iowa: 40 hours every two years	<a href="#">Iowa.gov Rules-CE</a>
Kansas: 50 hours every two years	<a href="#">KS Psych CE - Renewal Info</a>
Kentucky: 39 hours every 3 years	<a href="#">KY.gov Regs 201KAR 26:175 CE</a>
Louisiana: 30 hours every 2 years	<a href="#">http://www.lsbeep.org/licenses/</a>
Maine: 40 hours every 2 years	<a href="#">Maine.gov Rules 02 415 Board Psych</a>
Maryland: 40 hours every 2 years	<a href="#">MD.gov COMAR 10.36.02.04</a>
Massachusetts: 20/per 2 years	<a href="#">Mass.gov Rules &amp; Regs Psych CE 251 CMR 4.03</a>
Michigan: No CE requirement 2015-2016 Starting 2017, 30 hours every 2 years	<a href="#">MI AdminCode R 338.2555</a>
Minnesota: 40 hours every 2 years	<a href="#">MN Board of Psych Lic Renewal</a>
Mississippi: 20 hours every 2 years	<a href="#">MS Psych Rules/Regs Part 3201 Ch.12:1</a>
Missouri: 40 hours every 2 years	<a href="#">MO.gov Committee of Psych Div 2235-Chp7</a>
Montana: 40 hours every 2 years	<a href="#">MT.gov Board of Psych Lic Renew</a>
Nebraska: 24 hours every 2 years	<a href="#">http://dhhs.ne.gov/Pages/reg_t172.aspx</a>
Nevada: 30 hours every 2 years	<a href="#">NV NAC 641.136 CE</a>
New Hampshire: 40 hours every 2 years	<a href="#">NH.gov Psych Mhp 402.01 CE</a>
New Jersey: No CE requirement	<a href="#">NJ.gov Board of Psych FAQ</a>



New Mexico: 40 hours per 2 years	NM Psych Board 16.22.9 CE
New York: 2 hours (re: child abuse) at initial licensure -- No CE for license renewal	<a href="http://www.op.nysed.gov/training/">http://www.op.nysed.gov/training/</a>
North Carolina: 18 hours every 2 years	NC Psych Board 21 NAC 54.2103
North Dakota: 40 hours every 2 years	ND Psych Board Lic Renew/CE
Ohio: 23 hours every 2 years	<a href="http://codes.ohio.gov/orc/4732.141">http://codes.ohio.gov/orc/4732.141</a>
Oklahoma: 20 hours per year	OK Psych Board - Lic Requirements
Oregon: 40 hours every 2 years	OR Psych Board Rules 858-040-0015 EC
Pennsylvania: 30 hours every 2 years	PA Code 41.59 CE
Rhode Island: 24 hours every 2 years	RI.gov Psych Rules&Regs 8.0 CE
South Carolina: 24 hours per 2 years	SC Psych Board Lic&Regs CE
South Dakota: no minimum number	SD Legislature Article 20:60 Psych
Tennessee: 40 hours every 2 years	TN.gov Psych Rules 1180-01-08 CE
Texas: 20 hours per year	TX.gov Renewal-Board Rule 461.11
Utah: 48 hours every 2 years	<a href="http://dopl.utah.gov/laws/R156-61.pdf">http://dopl.utah.gov/laws/R156-61.pdf</a>
Vermont: 60 hours every 2 years	VT Psych Admin Rules Part 8 CE
Virginia: 14 hours per year	VA Psych Board - Laws Governing Psychology
Washington: 60 hours per 3 years	WA.gov Psych Lic Requirements
West Virginia: 20 hours per 2 years	WV Psych Board Lice Requirements
Wisconsin: 40 hours per 2 years	Wisconsin Dept. Pro - Psych CE
Wyoming: 30 hours per 2 years	WYO.gov Psych Board Renewal